

CENTER ACADEMY – RIVERVIEW

2021-2022 CODE OF STUDENT CONDUCT AND DRESS CODE

CODE OF STUDENT CONDUCT

Center Academy believes that students need to be provided with a consistent behavior management system so that maximum time can be spent on tasks and learning. Inappropriate behaviors that interfere with the learning process can be reduced and ultimately extinguished through consistent, best-practice behavior management techniques. Behavior management based on a positive reward/point system will be in place in all classrooms.

This Code of Student Conduct sets forth the expectations for student behavior and the consequences for infractions of the rules.

SEXUAL HARASSMENT POLICY

Center Academy is committed to maintaining an environment that is free of discrimination and harassment, including sexual harassment. Accordingly, the school prohibits such conduct by its students on school premises and off school premises at school-sponsored activities, including transportation to and from such activities.

Sexual harassment consists of unwelcome physical or verbal conduct of a sexual nature that includes, but is not limited to, the following:

1. physical contacts of a sexual nature including, but not limited to, touching, patting, grabbing, poking or brushing up against another individual;
2. sexually-oriented gestures, noises, remarks, jokes, comments or propositions;
3. display of sexually-oriented pictures, posters, calendars, graffiti, objects, or publications; and
4. any other conduct that is inappropriate.

Any student who believes that he or she has been the subject of sexual harassment should immediately report the incident to the administration.

EXPECTATIONS

For effective instruction to occur there must be cooperation between student, parent and school. This relationship may be described as follows:

Parents who:

- keep in regular communication with the school concerning their child's progress and conduct
- ensure that their child attends daily and promptly reports and explains an absence or tardiness to school.
- provide their child with resources needed to complete class work
- assist their child in being healthy, neat and clean
- bring to the attention of the Director any problem or condition which affects their child or other children in the school.
- discuss report cards and work assignments with their child
- maintain up-to-date home, work and emergency telephone numbers at the school, including doctor and hospital preferences
- report any changes in their child's medication
- fully cooperate with the school to maintain a safe, drug-free learning environment

Students who:

- attend all classes daily and are punctual
- are prepared with appropriate working materials
- are respectful to all individuals and property
- refrain from profane or inflammatory statements
- conduct themselves in a safe and responsible manner
- are clean and neat
- are responsible for their own work
- abide by the rules and regulations of the school and each classroom teacher

Schools that:

- maintain an atmosphere conducive to good behavior
- exhibit an attitude of respect for students
- plan a flexible curriculum to meet the needs of all students
- promote effective training or discipline based upon fair and impartial treatment of all students
- develop a good working relationship among staff and with students
- encourage parents to communicate regularly with the school
- encourage parental participation in school affairs
- maintain a safe, drug-free learning environment

SPECIFIC GROUNDS FOR DISCIPLINARY ACTION

Each classroom teacher will attempt to deal with general classroom disruption by taking in-class disciplinary action. Only when the action taken by the teacher is ineffective, or the disruption is sufficiently severe, should the student be referred to the Director. In dealing with the following violations of the Conduct Code, the Director shall hear the student's explanation, and consult further with the teacher, if necessary, before determining the disciplinary action. If the immediate suspension of a student is necessary due to a serious breach of conduct, the necessary notice and conference will follow as soon as is practical.

The following categories of misconduct are violations of Center Academy policy and are subject to disciplinary action or dismissal from school. These categories are not all-inclusive.

- Violent acts or threats of violent acts
- Disruption in any way of school procedures
- Defiance of any school employee
- Theft, vandalism or destruction of property
- Possession or use of any drugs, tobacco, or alcohol
- Obscene or sexual acts or harassment

CONSEQUENCES FOR INAPPROPRIATE BEHAVIOR

- Loss of Points
- Time out
- Silent lunch
- Isolated lunch
- Loss of activity period
- Loss of Goal Day/Field trip
- In-school suspension
- Out-of-school suspension
- Behavior Contract
- Dismissal

DRESS CODE

A higher standard of dress has been proven to encourage greater respect for oneself and others and results in a higher standard of behavior. These dress code guidelines indicate the appropriate school dress for normal school days. *The administration reserves the right to interpret these guidelines and/or make changes during the year.* Students are expected to follow the letter and the spirit of these guidelines.

Male Students

SHIRT: Navy blue or red polo
PANTS: Navy blue or khaki
SHORTS: Navy blue or khaki

Female Students

SHIRT: Navy blue or red polo
PANTS: Navy blue or khaki
SHORTS: Navy blue or khaki
SKORT: Navy blue or khaki

All Students

BELTS: Belts are encouraged but not required, even on pants that have belt loops
SHOES: Tennis shoes/sneakers – No boots, open-back or open-toe shoes, sandals or flip flops
JACKETS: Standard Center Academy jacket with logo (hoods must not be worn inside school)

Any exceptions to the dress code must be approved by the Director after meeting with parent(s) and must be due to a medical condition accompanied by a doctor's note).

Disciplinary action for dress code violations will be addressed according to the Dress Code Discipline Plan below.

STANDARDS FOR ALL STUDENTS

Clothing Standards:

- All clothing must be in clean, serviceable condition and the appropriate size for the student.
- Uniform shirts must be worn at all times and tucked in, unless otherwise approved by the Director.
- Short-sleeved undershirts may be worn but must not be visible.
- Long-sleeved shirts may be worn beneath uniform shirts but must be plain (no pattern or graphics) and must match the color of the student's uniform shirt. (Hoodies, sweatshirts, sweaters or similar items may not be worn under uniform shirts.)
- Pants, shorts or skorts must be of sufficient length to adequately fit (e.g. no "housing" or "sagging" pants or shorts, and no revealing or "skintight" sizes).
- Shorts may not be more than three (3) inches above the knee. Anything worn underneath shorts must not be visible.
- Only Center Academy jackets are permitted inside the school building. On days when the temperature is 50 degrees or below, students may wear plain, heavy jackets or coats while they are outside.
- Jeans are only permitted on casual Fridays and must be free from any rips, tears or holes. Jeggings are not permitted.
- The following clothing is **not** permitted at any time, unless otherwise approved by the Director:
 - No track/warm-up pants, joggers or sweatpants
 - No leggings or yoga pants
 - No thigh-high or fishnet stockings
 - No suspenders, hair rollers, hats, sunglasses or similar accessories
 - No face/body paint or glitter
 - No shirts with references to alcohol, drugs, sex or political statements
 - No sleeveless shirts or tank tops
 - No crop tops or tops/shirts that do not cover the waistline
 - No tight or low-cut tops

Jewelry & Tattoo Standards:

- Jewelry must not be excessive in length, number or size.
- No visible body piercing permitted. Nose rings, lip piercing or other visible body art may not be worn when on school property or at any school-sponsored events. If a student has visible body piercing, it must be removed, not covered up with a bandage or other covering.
- Earrings/studs and gauges are subject to Director approval.
- Permanent or temporary tattoos must be covered, if visible, unless very small and not distracting. All tattoos are subject to Director approval.

Hair & Make-Up Standards:

- All hair and make-up must be in good taste and natural in color.
- Hair may not be an odd (non-natural) color and must be styled out of the eyes.
- No patterns, bleaching or odd coloring. Reasonable hair coloring may be permitted upon Director approval.
- No shaved heads or mohawk haircuts are permitted.

Purse, Backpack & Book Bag Standards:

- Purses, backpacks and book bags must be placed in the designated area outside when students first arrive in the morning, then at their desk once school begins.
- Purses, backpacks and book bags will remain in the student's homeroom and not be carried from classroom to classroom.
- Purses, backpacks and book bags are not permitted outside during lunch, recess or breaks.
- ***Items are subject to search by Teacher and/or Director at any time.***

ANY STUDENT WHO DOES NOT COMPLY WITH THE DRESS CODE POLICY WILL BE SUBJECT TO THE FOLLOWING DISCIPLINE PLAN.

DRESS CODE DISCIPLINE PLAN:

1 st infraction	Warning of dress code violation; student remains in class.
2 nd infraction	Letter sent to parent to inform of second violation; student loses the privilege of the next casual Friday.
3 rd infraction	Letter sent to parent to inform of third violation; student will have three (3) days of lunch detail (pick up paper, clean tables, etc.), loss of the next casual Friday and any other special activities.
4 th infraction	Parent is called for conference; student is placed on a behavior contract relating to dress code. Student receives one (1) day of in-school suspension, and loss of casual Friday for one (1) month.
5 th infraction	Parent is called for conference; student receives three (3) days in-school suspension and loss of casual dress for the remainder of the school year.
6 th infraction	Parent is called for conference to discuss alternatives for placement.

***** Please sign, date, and return the attached acknowledgement form by the first day of school. *****

I acknowledge that I have read and understand Center Academy's Code of Conduct and Dress Code and will accept and abide by these policies.

Student's Name _____

Student Signature

Date

Parent Signature

Date

Director Signature

Date